

Please see **3 IMPORTANT ANNOUNCEMENTS** below regarding: 1) MI-Access Administration Window Closes Tomorrow, 2) Spring 2013 MSDS Submission – “As Of” Date Clarification, and 3) Save the Date - 2013 Bureau of Assessment and Accountability Fall Conference.

1) MI-Access Administration Window Closes Tomorrow

This Friday, March 22, 2013, is the final date to administer Spring 2013 MI-Access assessments for grade 11. There can be no testing after this date.

The last day to ship Spring 2013 MI-Access materials is Friday, April 5, 2013. To avoid late fees, all of the assessment materials must be shipped NO LATER than Friday, April 5, 2013.

Returning Assessment Materials

Fees will be charged for late shipments and missing barcodes (see chart below for charges). You may avoid charges by verifying each answer document has a student barcode label and all material is returned by the deadline. In the event your district incurs any of these fees, all future MI-Access assessment reports will be suppressed until the fees have been paid.

Consequence	Description	Shipment Date			
		On or before deadline	1-7 days after deadline	8-14 days after deadline	15+ days after deadline
Fee(s) Charged	Late shipment (per school)	-	\$250	\$250	No Fee*
	Late processing (per answer document)	-	-	\$25	No Fee*
	Missing barcode (per answer document)	\$10	\$10	\$10	No Fee*
Reports	Data files provided	Yes	Yes	Yes	No
	Electronic reports provided	Yes	Yes	Yes	No
	Paper reports provided	Yes	Yes	Yes	No
	Results included for Accountability calculations	Yes	Yes	Yes	No

*No fee will be assessed because these answer documents will not be scanned or scored and will not be included in any reports.

2) Spring 2013 MSDS Submission - “As Of” Date Clarification

The submission deadline for the Spring 2013 General Collection in the Michigan Student Data System (MSDS) occurred this week and this coming Wednesday, March 27, 2013, is the final certification deadline for Spring 2013 General Collection data. As your district is preparing your final certification, one point of clarification that the Bureau of Assessment and Accountability (BAA) would like to make is that the Student Record Maintenance (SRM) window in the MSDS, and specifically the **"As Of" Date Range (2/14 – 3/21/13) for MSDS SRM (to be used in assessment reporting and accountability calculations) should not be used as a substitute for submitting data correctly in the Spring 2013 General Collection.**

The "As Of" date range is intended to allow BAA to capture student enrollments, student exits, and changes to students' Individualized Education Programs (IEPs), that actually occurred after the Spring Count Date (February 13, 2013), but before the end of the spring general assessment window (March 21, 2013). Over the past few cycles, we have seen an extraordinarily high volume of SRM submissions with an "As Of" date that reflects the last date of the "As Of" date range (which this spring would be March 21, 2013). We believe many districts are using this date because they believe it to be a "safe" way to ensure the student data they are submitting will be captured and included in assessment reporting and accountability calculations; however, for many of these submissions, it appears the student's demographics, grade level, or program participation status actually represent characteristics that were valid on the Spring Count Date (February 13, 2013), and should have been submitted correctly with the Spring 2013 General Collection. The week long window between the Spring 2013 General Collection submission deadline and the certification deadline is intended to be used as an error correction window and we encourage you to make any changes that were effective on February 13, 2013 in your Spring 2013 General Collection now, before your district certifies the collection.

However, **if corrections are needed after the certification deadline, and the data being submitted was valid as of the Spring Count Date, then submit the SRM with the "As Of" date of February 13, 2013 (Spring Count Date).** If the data was not valid as of the Spring Count Date, but rather a change occurred between February 14 and March 21, 2013, then submit the actual date on which the change occurred as the SRM "As Of" date. Reporting student data that was valid on count day with an "As Of" Date reflecting any other date than February 13, 2013, will cause Michigan's federal reporting to be unnecessarily disparate. **NOTE:** If the corrections needed impact FTE or more than one or two students, you should contact CEPI Customer Support immediately to determine if a resubmission of your Spring Collection is preferable to making the corrections in SRM.

3) Save the Date – 2013 Bureau of Assessment and Accountability Fall Conference

Last summer, the Bureau of Assessment and Accountability (BAA) conducted a survey of Michigan educators to ascertain the level of interest in reviving the BAA Fall Conference. The response to the survey was overwhelming in favor of BAA hosting fall conferences to allow face-to-face interaction with BAA staff members and a physical forum and time away from the daily demands of the school day to receive important assessment and accountability updates.

Based on this feedback, the BAA is pleased to announce the BAA Fall Conference will be returning in 2013. The BAA will be hosting the fall conference at four locations around the state

between mid-August and mid-September. The dates and locations are listed in the graphic below. If your email system does not allow you to receive the embedded graphic, please use the following link: http://www.michigan.gov/mde/0,4615,7-140-22709_31168-297425--,00.html.



Additional information about BAA Fall Conference session content and registration will be available in late April. Please save the date for the event location most convenient for you and we hope to see you at a session this fall!

Questions?

For assessment questions, please email baa@michigan.gov.

For accountability questions, please email MDE-Accountability@michigan.gov.

For phone assistance with assessment or accountability issues, call 877-560-8378 and select the appropriate menu option.